

# Texas Education Agency Standard Application System (SAS)

## 2018–2019 Technology Lending

<b>Program authority:</b>	General Appropriations Act, Article III, Rider 8, and House Bill 3526, 85 <sup>th</sup> Texas Legislature; Texas Education Code Section 32.301	<b>FOR TEA USE ONLY</b> Write NOGA ID here:
<b>Grant Period:</b>	May 1, 2018, to August 31, 2019	
<b>Application deadline:</b>	5:00 p.m. Central Time, February 6, 2018	Place date stamp here.
<b>Submittal information:</b>	<p>Applicants must submit one original copy of the application with an original signature, and two copies of the application, printed on one side only and signed by a person authorized to bind the applicant to a contractual agreement, must be received no later than the aforementioned date and time at this address:</p> <p style="text-align: center;">Document Control Center, Grants Administration Division Texas Education Agency, 1701 North Congress Ave. Austin, TX 78701-1494</p>	<div style="writing-mode: vertical-rl; transform: rotate(180deg);"> RECEIVED TEXAS EDUCATION AGENCY 2018 FEB - 6 PM 3:46 DOCUMENT CONTROL CENTER GRANTS ADMINISTRATION </div>
<b>Contact information:</b>	Kathy Ferguson: techlending@tea.texas.gov; (512) 463-9087	

### Schedule #1—General Information

#### Part 1: Applicant Information

Organization name	County-District #		Amendment #
Seguin Independent School District	094901		
Vendor ID #	ESC Region #		
1-74-6002287	13		
Mailing address	City	State	ZIP Code
1221 E. Kingsbury St.	Seguin	TX	78155

#### Primary Contact

First name	M.I.	Last name	Title
James	W	Lewis	Assoc Superintendent of Technology & Student Support Services
Telephone #	Email address		FAX #
830-401-8642	blewis@sequin.k12.tx.us		830-379-4964

#### Secondary Contact

First name	M.I.	Last name	Title
Randy	W	Rodgers	Director of Digital Learning
Telephone #	Email address		FAX #
830-401-8664	rrogers@sequin.k12.tx.us		830-379-4964

#### Part 2: Certification and Incorporation

I hereby certify that the information contained in this application is, to the best of my knowledge, correct and that the organization named above has authorized me as its representative to obligate this organization in a legally binding contractual agreement. I further certify that any ensuing program and activity will be conducted in accordance with all applicable federal and state laws and regulations, application guidelines and instructions, the general provisions and assurances, debarment and suspension certification, lobbying certification requirements, special provisions and assurances, and the schedules attached as applicable. It is understood by the applicant that this application constitutes an offer and, if accepted by the Agency or renegotiated to acceptance, will form a binding agreement.

#### Authorized Official:

First name	M.I.	Last name	Title
James	W	Lewis	Associate Superintendent of Technology & Student Support Services
Telephone #	Email address		FAX #
830-401-8642	blewis@sequin.k12.tx.us		830-379-4964

Signature (blue ink preferred)

Date signed

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*Only the legally responsible party may sign this application.*

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**Schedule #1—General Information**

County-district number or vendor ID: 094901

Amendment # (for amendments only):

**Part 3: Schedules Required for New or Amended Applications**

An X in the "New" column indicates a required schedule that must be submitted as part of any new application. The applicant must mark the "New" checkbox for each additional schedule submitted to complete the application.

For amended applications, the applicant must mark the "Amended" checkbox for each schedule being submitted as part of the amendment.

Schedule #	Schedule Name	Application Type	
		New	Amended
1	General Information	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
2	Required Attachments and Provisions and Assurances	<input checked="" type="checkbox"/>	N/A
4	Request for Amendment	N/A	<input checked="" type="checkbox"/>
5	Program Executive Summary	<input checked="" type="checkbox"/>	<input type="checkbox"/>
6	Program Budget Summary	<input checked="" type="checkbox"/>	<input type="checkbox"/>
8	Professional and Contracted Services (6200)	See Important Note For Competitive Grants*	<input type="checkbox"/>
9	Supplies and Materials (6300)		<input type="checkbox"/>
10	Other Operating Costs (6400)		<input type="checkbox"/>
11	Capital Outlay (6600)		<input type="checkbox"/>
12	Demographics and Participants to Be Served with Grant Funds	<input checked="" type="checkbox"/>	<input type="checkbox"/>
13	Needs Assessment	<input checked="" type="checkbox"/>	<input type="checkbox"/>
14	Management Plan	<input checked="" type="checkbox"/>	<input type="checkbox"/>
15	Project Evaluation	<input checked="" type="checkbox"/>	<input type="checkbox"/>
16	Responses to Statutory Requirements	<input checked="" type="checkbox"/>	<input type="checkbox"/>
17	Responses to TEA Requirements	<input checked="" type="checkbox"/>	<input type="checkbox"/>

**\*IMPORTANT NOTE FOR COMPETITIVE GRANTS:** Schedules #8, #9, #10 and #11 are required schedules if any dollar amount is entered for the corresponding class/object code on Schedule #6—Program Budget Summary. For example, if any dollar amount is budgeted for class/object code 6200 on Schedule #6—Program Budget Summary, then Schedule #8—Professional and Contracted Services (6200) is required. If it is either blank or missing from the application, the application will be disqualified.

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**Schedule #2—Required Attachments and Provisions and Assurances**

County-district number or vendor ID: 094901

Amendment # (for amendments only):

**Part 1: Required Attachments**

The following table lists the fiscal-related and program-related documents that are required to be submitted with the application (attached to the back of each copy, as an appendix).

#	Applicant Type	Name of Required Fiscal-Related Attachment
No fiscal-related attachments are required for this grant.		
#	Name of Required Program-Related Attachment	Description of Required Program-Related Attachment
1	LEA Technology Plan Template	If an LEA does not have a 2016–2017 Technology Plan on file with TEA, it must show evidence of a current local technology plan on participating campuses by completing the LEA Technology Plan Template.

**Part 2: Acceptance and Compliance**

By marking an X in each of the boxes below, the authorized official who signs Schedule #1—General Information certifies his or her acceptance of and compliance with all of the following guidelines, provisions, and assurances.

**Note that provisions and assurances specific to this program are listed separately, in Part 3 of this schedule, and require a separate certification.**

X	Acceptance and Compliance
x	I certify my acceptance of and compliance with the <a href="#">General and Fiscal Guidelines</a> .
x	I certify my acceptance of and compliance with the program guidelines for this grant.
x	I certify my acceptance of and compliance with all <a href="#">General Provisions and Assurances</a> requirements.
x	I certify that I am not debarred or suspended. I also certify my acceptance of and compliance with all <a href="#">Debarment and Suspension Certification</a> requirements.

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**Schedule #2—Required Attachments and Provisions and Assurances**

County-district number or vendor ID: 094901

Amendment # (for amendments only):

**Part 3: Program-Specific Provisions and Assurances**

X I certify my acceptance of and compliance with all program-specific provisions and assurances listed below.

#	Provision/Assurance
1.	The applicant provides assurance that program funds will supplement (increase the level of service), and not supplant (replace) state mandates, State Board of Education rules, and activities previously conducted with state or local funds. The applicant provides assurance that state or local funds may not be decreased or diverted for other purposes merely because of the availability of these funds. The applicant provides assurance that program services and activities to be funded from this grant will be supplementary to existing services and activities and will not be used for any services or activities required by state law, State Board of Education rules, or local policy.
2.	The applicant provides assurance that the application does not contain any information that would be protected by the Family Educational Rights and Privacy Act (FERPA) from general release to the public.
3.	The applicant assures that funds provided under the Instructional Materials Allotment (IMA) or other funding are insufficient to purchase enough lending technology for every student who needs dedicated access to a device.
4.	The applicant assures that it will provide access to lending technology and residential access to the Internet for students, including economically disadvantaged students and students with disabilities, who do not already have either the needed equipment or Internet service for learning at home
5.	The applicant understands that equipment purchased with Technology Lending Grant funds is the property of the LEA.
6.	The applicant assures that infrastructure and technical support are adequate to support students' use of loaned equipment provided through the grant at its participating campus(es).
7.	The applicant assures that it will provide adequate staff to administer the program and ensure successful implementation.
8.	The applicant assures that it will account for the technology lending equipment in accordance with district policy for accounting for such equipment, including providing insurance when insurance is typically provided for such equipment. The applicant understands that the grant funds cannot be used to replace lost, stolen, or damaged equipment.
9.	The applicant assures that it will obtain a Technology Lending Agreement signed by the parents/guardian of each participating student and by the student participating in the program, including an assurance of student's mastery of the grade-appropriate Digital Citizenship strand of the Technology Applications Texas Essential Knowledge and Skills.
10.	The applicant assures that it has a 2016–2017 LEA technology plan on file with TEA, or that it will show evidence of a current local technology plan on participating campuses by completing the Required Program-Related Attachment outlined on page 18 of the Program Guidelines.
11.	The applicant assures that technology lending and use of electronic instructional materials are incorporated into the LEA's technology plan.
12.	The applicant agrees to collect and report the data for the performance measures stated in the Program Guidelines under Program Evaluation. The applicant assures it will develop appropriate systems and processes to collect and report the required data

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**Schedule #4—Request for Amendment**

County-district number or vendor ID: 094901

Amendment # (for amendments only):

**Part 1: Submitting an Amendment**

This schedule is used to amend a grant application that has been approved by TEA and issued a Notice of Grant Award (NOGA). **Do not submit this schedule with the original grant application.** Refer to the instructions to this schedule for information on what schedules must be submitted with an amendment.

An amendment may be submitted by mail **or** by fax. Do not submit the same amendment by both methods. Amendments submitted via email will not be accepted.

If the amendment is mailed, submit three copies of each schedule pertinent to the amendment to the following address: Document Control Center, Grants Administration Division, Texas Education Agency, 1701 N. Congress Ave., Austin, TX 78701-1494.

If the amendment is faxed, submit one copy of each schedule pertinent to the amendment to either of the following fax numbers: (512) 463-9811 or (512) 463-9564.

The last day to submit an amendment to TEA is listed on the [TEA Grant Opportunities](#) page. An amendment is effective on the day TEA receives it in substantially approvable form. All amendments are subject to review and approval by TEA.

**Part 2: When an Amendment Is Required**

For all grants, regardless of dollar amount, prior written approval is required to make certain changes to the application. Refer to the "When to Amend the Application" guidance posted in the Amendment Submission Guidance section of the Grants Administration Division [Administering a Grant](#) page to determine when an amendment is required for this grant. Use that guidance to complete Part 3 and Part 4 of this schedule.

**Part 3: Revised Budget**

			<b>A</b>	<b>B</b>	<b>C</b>	<b>D</b>
#	Schedule #	Class/ Object Code	Grand Total from Previously Approved Budget	Amount Deleted	Amount Added	New Grand Total
1.	Schedule #8: Contracted Services	6200	\$	\$	\$	\$
2.	Schedule #9: Supplies and Materials	6300	\$	\$	\$	\$
3.	Schedule #10: Other Operating Costs	6400	\$	\$	\$	\$
4.	Schedule #11: Capital Outlay	6600	\$	\$	\$	\$
5.	Total direct costs:		\$	\$	\$	\$
6.	<a href="#">Indirect cost</a> ( %):		\$	\$	\$	\$
7.	Total costs:		\$	\$	\$	\$

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**Schedule #4—Request for Amendment (cont.)**

County-district number or vendor ID: 094901

Amendment # (for amendments only):

**Part 4: Amendment Justification**

Line #	Schedule # Being Amended	Description of Change	Reason for Change
1.			
2.			
3.			
4.			
5.			
6.			
7.			

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**Schedule #5—Program Executive Summary**

County-district number or vendor ID: 094901

Amendment # (for amendments only):

List the campuses that will be served with these funds. Response is limited to space provided, front side only, font size no smaller than 10 point Arial.

Jefferson Elementary; Koennecke Elementary; McQueeney Elementary; Patlan Elementary; Rodriguez Elementary; Weinert Elementary; Vogel Elementary; AJ Briesemeister Middle School; Jim Barnes Middle School; Seguin High School; Mercer-Blumberg Learning Center

Provide a brief overview of the program you plan to deliver. Refer to the instructions for a description of the requested elements of the summary.

**Learners Without Limits**

The Learners Without Limits initiative will provide target student populations with online, 24-hour access to blended learning classroom lessons, resources, and activities. It will enable Seguin ISD students in exceptional situations, including home-bound and self-paced programs greater flexibility, convenience, and connectedness. Further, Learners Without Limits will enable students to use filtered internet resources during extended commutes to and from school or extracurricular activities through the use of bus wireless access points.

Learners Without Limits will directly benefit some of Seguin ISD's most at risk student populations. Students at Mercer-Blumberg Learning Center, the district's school of choice, largely include students who struggle to succeed in traditional classroom and campus setting. Many are forced through economic hardships to support extended families by holding fulltime jobs. Others are working around the demands of teenage parenthood. They are mentored through self-paced courses, but many do not have reliable access to computers or internet connections at home, further reducing the amount of time they can devote to academic studies. These devices will be checked out through the campus principal and managed by the district Information Systems and Instructional Technology Department.

Additionally, at any given time Seguin has 10-17 students who cannot physically attend school due to injury or illness. Providing internet-connected laptops to our homebound population will allow these children to maintain valuable connections to teachers and peers. Teachers will utilize such resources as Google Classroom, Google Hangouts, Google Apps for Education, Youtube, and other online tools to share materials, distribute and collect assignments and projects, and communicate through email and video. This will enable students to be better able to keep up with the classroom curricula and maintain desired progress while away from home campuses. Further, it will allow them to return to class with a greater sense of connectedness to their peers. These devices will be managed by the district's Information Systems and Instructional Technology and Matador Special Services Departments.

Finally, the Learners Without Limits initiative will address the needs of students whose daily bus routes take more than an hour before and after school. Seguin ISD will install 2 mobile, filtered and managed hotspots on the 2 buses for high school students with the longest daily routes. Students will be able to access online classroom resources, engage in internet research, complete online tutorials, and countless other academic activities while travelling to and from school.

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**Schedule #5—Program Executive Summary (cont.)**

County-district number or vendor ID: 094901

Amendment # (for amendments only):

Provide a brief overview of the program you plan to deliver. Refer to the instructions for a description of the requested elements of the summary. Response is limited to space provided, front side only, font size no smaller than 10 point Arial.

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**Schedule #6—Program Budget Summary**

County-district number or vendor ID: 094901

Amendment # (for amendments only):

Program authority: General Appropriations Act, Article III, Rider 8, and House Bill 3526, 85<sup>th</sup> Texas Legislature; Texas Education Code Section, 32.301

Grant period: May 1, 2018, to August 31, 2019

Fund code: 410

**Budget Summary**

Schedule #	Title	Class/ Object Code	Program Cost	Admin Cost	Total Budgeted Cost
Schedule #8	Professional and Contracted Services (6200)	6200	\$23,032.00	\$	\$23,032.00
Schedule #9	Supplies and Materials (6300)	6300	\$100.00	\$	\$100.00
Schedule #10	Other Operating Costs (6400)	6400	\$75.00	\$	\$75.00
Schedule #11	Capital Outlay (6600)	6600	\$3769.34	\$	\$8769.34
Total direct costs:			\$	\$	\$31,976.34
Percentage% <u>indirect costs</u> (see note):			N/A	\$	\$
Grand total of budgeted costs (add all entries in each column):			\$	\$	<b>\$31,976.34</b>

**Administrative Cost Calculation**

Enter the total grant amount requested:	\$31,976.34
Percentage limit on administrative costs established for the program (15%):	× .15
Multiply and round down to the nearest whole dollar. Enter the result.	\$4796
This is the maximum amount allowable for administrative costs, including indirect costs:	

NOTE: Indirect costs are calculated and reimbursed based on actual expenditures when reported in the expenditure reporting system, regardless of the amount budgeted and approved in the grant application. If indirect costs are claimed, they are part of the total grant award amount. They are not in addition to the grant award amount.

Indirect costs are not required to be budgeted in the grant application in order to be charged to the grant. Do not submit an amendment solely for the purpose of budgeting indirect costs.

If selected for a competitive grant, your award amount will be the lesser of the grand total of budgeted costs as stated on this schedule (the box with the bold outline), or the sum of all line items listed on this schedule, or the maximum allowable award amount. TEA is not responsible for math errors.

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**Schedule #8—Professional and Contracted Services (6200)**

County-district number or vendor ID: 094901

Amendment # (for amendments only):

**NOTE:** Specifying an individual vendor in a grant application does not meet the applicable requirements for sole-source providers. TEA's approval of such grant applications does not constitute approval of a sole-source provider.

**Professional and Contracted Services**

#	Description of Service and Purpose	Grant Amount Budgeted
1	Kajeet—5GB monthly data plan, 72 total months	\$3237.84
2	Telecom, network, admin fee	\$191.03
3	Kajeet—Complete 500MB plan, 72 total months	\$14,378.40
4	Telecom, network, admin fee	\$848.33
5	YouTube open on Restricted Mode	\$3578.40
6	SmartBus: Installation Services	\$798.00
7		\$
8		\$
9		\$
10		\$
11		\$
12		\$
13		\$
14		\$
<b>a. Subtotal of professional and contracted services:</b>		<b>\$23,032.00</b>
<b>b. Remaining 6200—Professional and contracted services that do not require specific approval:</b>		<b>\$</b>
<b>(Sum of lines a and b) Grand total</b>		<b>\$23,032.00</b>

For budgeting assistance, see the Allowable Cost and Budgeting Guidance section of the Grants Administration Division [Administering a Grant](#) page.

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**Schedule #9—Supplies and Materials (6300)**

County-District Number or Vendor ID: 094901		Amendment number (for amendments only):
<b>Supplies and Materials Requiring Specific Approval</b>		
		<b>Grant Amount Budgeted</b>
6300	Total supplies and materials that do not require specific approval:	\$100.00
<b>Grand total:</b>		<b>\$100.00</b>

For budgeting assistance, see the Allowable Cost and Budgeting Guidance section of the Grants Administration Division [Administering a Grant](#) page.

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**Schedule #10—Other Operating Costs (6400)**

County-District Number or Vendor ID: 094901		Amendment number (for amendments only):
<b>Expense Item Description</b>		<b>Grant Amount Budgeted</b>
6400	Operating costs that do not require specific approval: shipping	\$75.00
<b>Grand total:</b>		<b>\$0</b>

In-state travel for employees does not require specific approval.

For budgeting assistance, see the Allowable Cost and Budgeting Guidance section of the Grants Administration Division [Administering a Grant](#) page.

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**Schedule #11—Capital Outlay (6600)**

County-District Number or Vendor ID: 094901		Amendment number (for amendments only):		
#	Description and Purpose	Quantity	Unit Cost	Grant Amount Budgeted
<b>66XX—Computing Devices, capitalized</b>				
1	Cradlepoint COR IBR 900 Router+WiFi Antenna	2	\$884.97	\$1769.94
2	SmartSpot 800/900 (4G) Mobile Hotspot (VZW)	20	\$99.97	\$1999.40
3	Dell Chromebook laptops	20	\$220.00	\$4400.00
4			\$	\$
5			\$	\$
6			\$	\$
7			\$	\$
8			\$	\$
9			\$	\$
10			\$	\$
<b>66XX—Software, capitalized</b>				
11	Chromebook management software	20	\$30.00	\$600.00
12			\$	\$
13			\$	\$
14			\$	\$
15			\$	\$
16			\$	\$
17			\$	\$
<b>66XX—Equipment, furniture, or vehicles</b>				
18			\$	\$
19			\$	\$
20			\$	\$
21			\$	\$
22			\$	\$
23			\$	\$
24			\$	\$
25			\$	\$
26			\$	\$
27			\$	\$
<b>Grand total:</b>				<b>\$8769.34</b>

For budgeting assistance, see the Allowable Cost and Budgeting Guidance section of the Grants Administration Division [Administering a Grant](#) page.

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**Schedule #12—Demographics and Participants to Be Served with Grant Funds**

County-district number or vendor ID: 094901

Amendment # (for amendments only):

**Part 1: Student Demographics of Population To Be Served With Grant Funds.** Enter the data requested for the population to be served by this grant program. If data is not available, enter DNA. Use the comment section to add a description of any data not specifically requested that is important to understanding the population to be served by this grant program. Response is limited to space provided. Use Arial font, no smaller than 10 point.

Student Category	Student Number	Student Percentage	Comment
Economically disadvantaged	1188	57.3%	2016-17 TAPR, grades 9-12
Limited English proficient (LEP)	184	8.9%	2016-17 TAPR, grades 9-12
Disciplinary placements	297	14.3%	2016-17 TAPR, grades 9-12
Attendance rate	NA	90.1%	2016-17 TAPR, grades 9-12
Annual dropout rate (Gr 9-12)	NA	0.1%	2016-17 TAPR, grades 9-12

**Part 2: Students To Be Served With Grant Funds.** Enter the number of students in each grade, by type of school, projected to be served under the grant program.

**School Type:** ☒ Public ☐ Open-Enrollment Charter ☐ Private Nonprofit ☐ Private For Profit ☐ Public Institution

**Students**

PK	K	1	2	3	4	5	6	7	8	9	10	11	12	Total
523	501	491	522	554	556	535	577	561	560	636	500	496	442	7467

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## Schedule #13—Needs Assessment

County-district number or vendor ID: 094901

Amendment # (for amendments only):

**Part 1: Process Description.** A needs assessment is a systematic process for identifying and prioritizing needs, with “need” defined as the difference between current achievement and desired outcome or required accomplishment. Describe your needs assessment process, including a description of how needs are prioritized. If this application is for a district level grant that will only serve specific campuses, list the name of the campus(es) to be served and why they were selected. Response is limited to space provided, front side only. Use Arial font, no smaller than 10 point.

District needs are identified as a part of the Seguin ISD District Improvement Planning process. Beginning in February, a committee of stakeholders, including teachers, campus administrators, and district administrators begin meeting and divide into subcommittees that focus on specific aspects of district and campus operations. Committees examine a variety of data, including assessment results, the Texas Academic Performance Report, surveys, campus budgets, campus improvement plans, etc. Committees identify areas of progress and areas most in need of improvement. Specific plans of action are identified for areas where improvement is needed. The resulting needs statements and plan of action forms the District Improvement Plan, which is completed during the summer.

Seguin ISD is focusing this initiative on K-12 homebound students and high school students, specifically the Mercer-Blumberg Learning Center and Seguin High School. These campuses have been chosen for several reasons. Students at Mercer-Blumberg students are often among the most at-risk in the district. Students at MBLC often struggle to succeed in the traditional classroom and with a traditional class schedule. The flexibility of online and self-paced courses allows students greater opportunities for success academically and greater motivation to complete high school. Students who ride the bus to and from Seguin High School are often from less affluent families that cannot afford student-owned transportation. Lower socio-economic status is often associated with limited technology and internet access in the home. Providing WiFi hotspots on buses will address this issue.

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**Schedule #13—Needs Assessment (cont.)**

County-district number or vendor ID: 094901

Amendment # (for amendments only):

**Part 2: Alignment with Grant Goals and Objectives.** List your top five needs, in rank order of assigned priority. Describe how those needs would be effectively addressed by implementation of this grant program. Response is limited to space provided, front side only. Use Arial font, no smaller than 10 point.

#	Identified Need	How Implemented Grant Program Would Address
1.	Inadequate student access to digital learning resources outside of school.	Participating students would be provided devices and access points to allow utilization of web-based instructional materials 24/7 from any location.
2.	The district continues to score below the state average on multiple state assessments.	The Learners Without Limits initiative will improve district performance by increasing the engagement of homebound students and maintaining their academic progress. Additionally, at-risk high school students will have greater access to learning resources and teacher feedback.
3.	New teacher hiring has been unable to keep up with a growing population of underrepresented students.	Access to online courses will alleviate problems with overcrowded classrooms and provide students more flexible alternatives to the typical school day.
4.	Seguin ISD needs increased parental/family involvement to positively affect student performance.	By providing tools to give students home internet access, parents and families will have the opportunity to participate in student learning. Families will be able to directly observe student work and classroom digital resources.
5.	There is a need to improve student discipline on district buses, especially with high school students on longer routes.	There is significant evidence from other school/district implementations that the availability of wireless internet on school vehicles can improve student behaviors by engaging riders in learning activities.

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**Schedule #14—Management Plan**

County-district number or vendor ID: 094901

Amendment # (for amendments only):

**Part 1: Staff Qualifications.** List the titles of the primary project personnel and any external consultants projected to be involved in the implementation and delivery of the program, along with desired qualifications, experience, and any requested certifications. Response is limited to space provided, front side only. Use Arial font, no smaller than 10 point.

#	Title	Desired Qualifications, Experience, Certifications
1.	Assoc. Sup. of Tech & Student Support Svcs.	Experience administering educational programs and initiatives, including overseeing infrastructure, purchasing, budget management, and evaluation.
2.	Dir. of Digital Learning Svcs.	Ability to coordinate implementation of initiatives, including on-going training and assessment of key participants.
3.	Principal, MBLC	Responsible for student screening and campus monitoring/management of program equipment.
4.	Homebound Teacher	Familiarity with basic program technology resources; ability to work with classroom teachers to develop effective plan for use of hardware, software, and online tools in the curriculum.
5.		

**Part 2: Milestones and Timeline.** Summarize the major objectives of the planned project, along with defined milestones and projected timelines. Response is limited to space provided, front side only. Use Arial font, no smaller than 10 point.

#	Objective	Milestone	Begin Activity	End Activity
1.	Acquire and configure Chromebooks, network devices, other hardware.	1. Obtain bids for devices, internet service	02/01/18	02/28/18
		2. Order network devices	05/01/18	05/01/18
		3. Purchase 30 Chromebooks	05/01/18	05/01/18
		4. Receive/configure Chromebooks, mgmt. console	06/01/18	06/30/18
		5. Install bus routers	07/01/18	07/31/18
2.	Develop device management procedures.	1. Create online device request form/application	03/01/18	03/31/18
		2. Develop device user expectations document	03/01/18	03/31/18
		3. Create device management/update/repair calendar	XX/XX/XXXX	XX/XX/XXXX
		4.	XX/XX/XXXX	XX/XX/XXXX
		5.	XX/XX/XXXX	XX/XX/XXXX
3.	Train educators participating in initiative.	1. Develop training objectives and materials	04/01/18	04/30/18
		2. Train program managers and homebound teacher	05/01/18	05/31/18
		3. Provide teacher training in blended learning tools	06/12/18	08/24/18
		4. Offer online courses in Google Classroom and Apps	08/01/18	Open-ended
		5.	XX/XX/XXXX	XX/XX/XXXX
4.	Identify students who will most benefit from participation.	1. Identify participant standards with homebound tchr	05/01/18	05/31/18
		2. Identify participant standards with MBLC principal	05/01/18	05/31/18
		3. Student applications open	08/24/18	Open-ended
		4. MBLC, homebound student screening & selection	XX/XX/XXXX	XX/XX/XXXX
		5.	XX/XX/XXXX	XX/XX/XXXX
5.	Assess program impact on student learning.	1. Collect device/internet usage data	08/24/18	Open-ended
		2. Stakeholder update/assessment meeting (quarterly)	08/17/18	Open-ended
		3. Collect & analyze participant completion rates	9/30/18	Bi-yearly
		4.	XX/XX/XXXX	XX/XX/XXXX
		5.	XX/XX/XXXX	XX/XX/XXXX

Unless pre-award costs are specifically approved by TEA, grant funds will be used to pay only for activities occurring between the beginning and ending dates of the grant, as specified on the Notice of Grant Award.

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**Schedule #14—Management Plan (cont.)**

County-district number or vendor ID: 094901

Amendment # (for amendments only):

**Part 3: Feedback and Continuous Improvement.** Describe the process and procedures your organization currently has in place for monitoring the attainment of goals and objectives. Include a description of how the plan for attaining goals and objectives is adjusted when necessary and how changes are communicated to administrative staff, teachers, students, parents, and members of the community. Response is limited to space provided, front side only. Use Arial font, no smaller than 10 point.

Seguin ISD monitors the attainment of goals and objectives through multiple strategies. The District Educational Improvement Committee meets monthly as they craft the District Improvement Plan and assess progress. The plan is updated based on newly identified priorities and achieved goals yearly. This committee uses data from state assessment results, TAPR, campus feedback, community members, and more. Further, campus administrators meet with district leadership twice monthly, with many of these meetings focusing on ways campuses are meeting district objectives and identifying new areas of need. The district also convenes a committee of staff, students, and community members. This committee is tasked with creating the SISD Strategic Plan, based upon similar data sources to the above and feedback from students and community stakeholders.

**Part 4: Sustainability and Commitment.** Describe any ongoing, existing efforts that are similar or related to the planned project. How will you coordinate efforts to maximize effectiveness of grant funds? How will you ensure that all project participants remain committed to the project's success? Response is limited to space provided, front side only. Use Arial font, no smaller than 10 point.

There is no current program in the district to provide home internet connectivity. Students do utilize the district's network and resources before, during, and after the school day. Homebound students do receive regular visits from a program coordinator, who will be trained in both basic device support and strategies to leverage them. Additionally, home campus teachers of homebound students will receive training and support in utilizing the online learning and communication tools necessary for the program's success. This training will be provided primarily by the Digital Learning Services Department, with the Matador Special Services Department taking an increasing role. Teachers at Seguin High School are already making extensive use of blended learning strategies, making increasingly significant resources available online. Students at Mercer-Blumberg Learning Center are currently learning via online courses from Apex Learning.

To help ensure continued commitment to the program, Seguin ISD will hold quarterly meetings of stakeholders from the Matador Special Services Department, Information Systems and Instructional Technology, Transportation, and the Mercer-Blumberg Learning Center. These meetings will focus on program outcomes and identifying possible areas for improvement.

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**Schedule #15—Project Evaluation**

County-district number or vendor ID: 094901

Amendment # (for amendments only):

**Part 1: Evaluation Design.** List the methods and processes you will use on an ongoing basis to examine the effectiveness of project strategies, including the indicators of program accomplishment that are associated with each. Response is limited to space provided, front side only. Use Arial font, no smaller than 10 point.

#	Evaluation Method/Process	Associated Indicator of Accomplishment	
1.	Examine participant student performance for online courses	1.	Completion rates higher than average for all MBLC students
		2.	Passing rates higher than average for all MBLC students
		3.	
2.	Administrator and teacher surveys & feedback via quarterly assessment meetings	1.	High levels of teacher and admin satisfaction with program outcomes
		2.	Completion of priority tasks previously identified
		3.	Meeting attendance data through online registration portal
3.	Hardware & Internet usage data through management software and helpdesk client	1.	Students making significant, regular use of tools for learning purposes
		2.	Students observing safe and responsible use of online resources
		3.	Annual evaluation of damage repair and replacement costs
4.	Student exit surveys	1.	Students indicate high levels of satisfaction with program
		2.	Students associate participation with improved academic performance
		3.	
5.		1.	
		2.	
		3.	

**Part 2: Data Collection and Problem Correction.** Describe the processes for collecting data that are included in the evaluation design, including program-level data such as program activities and the number of participants served, and student-level academic data, including achievement results and attendance data. How are problems with project delivery to be identified and corrected throughout the project? Response is limited to space provided, front side only. Use Arial font, no smaller than 10 point.

Evaluation data will be collected through surveys conducted as student participants leave the program. An anonymous Google Form will ask for student usage information and student views on the effects of participation on learning outcomes. Students can also identify areas of needed improvement. Additionally, teachers in participating courses and programs, such as the homebound program, will be surveyed and/or interviewed annually to identify areas that were particularly effective or that need improvement. Attendance data will be analyzed for participants from MBLC. When relevant, state assessment data will also be evaluated for participating students. Disciplinary data will be collected and analyzed from the transportation department for WiFi-equipped buses. These will be evaluated at the conclusion of quarter number 3, in the late spring.

In an on-going basis, students and participating teachers will be able to communicate program information to campus or district program administrators via email, telephone, or face-to-face.

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**Schedule #16—Responses to Statutory Requirements**

County-district number or vendor ID: 094901

Amendment # (for amendments only):

**Statutory Requirement 1:** Applicant must describe the availability of existing equipment to students in the LEA and other funding available for the purchase of student technology devices. Response is limited to space provided, front side only. Use Arial font, no smaller than 10 point.

Currently, students who are the intended participants in the Learners Without Limits have access to a variety of district technology resources. Students at the high school level use campus and classroom laptops, computer labs, software, online resources and courses, and district-wide internet connectivity. SISD also allows students to use their own devices on the district's wireless network. The number of devices continues to increase, and this includes Apple and PC laptops and desktops, Chromebooks, and ipads. The short-term goal is to achieve a ratio of approximately 2 students to every district computer.

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**Schedule #17—Responses to TEA Program Requirements**

County-district number or vendor ID: 094901

Amendment # (for amendments only):

**TEA Program Requirement 1:** Describe how the technology lending program aligns with the existing mission and goals for the LEA. Response is limited to space provided, front side only. Use Arial font, no smaller than 10 point.

Seguin ISD believes:

- Students grow academically, emotionally and socially when creative and imaginative educators ignite their passions.
- The learning experience should be engaging, relevant and collaborative to meet the needs of all.
- Parent, community and industry partners are essential for student success
- Teachers foster student curiosity and initiative through meaningful and relevant learning experiences.
- Relationships that nurture student growth and development are key to success.

The Learners Without Limits plan will address each of these core district beliefs.

- Students will have the opportunity for continued academic growth through access to diverse, creative, and engaging digital resources.
- Digital learning is a preferred and extremely relevant form of learning for today's students. Additionally, students will benefit from both the ability to pace themselves and to interact and collaborate as needed with other learners.
- By providing take home technology tools and internet connectivity, parents/families and the community as a whole can become more involved in students' learning. Additionally, communications tools available to students, including email and Google Hangouts, offers opportunities to interact with and benefit from both community and industry partners.
- This program will provide another tool for teachers to use to connect students to new concepts and powerful learning resources. Models such as flipped classrooms are outstanding tools for stimulating curiosity and interest in learning.
- Communications and collaboration technology tools will help students build and maintain relationships. This will be particularly true for our homebound population, who will be able to maintain much tighter connections to home campuses and classrooms.

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**Schedule #17—Responses to TEA Program Requirements (cont.)**

County-district number or vendor ID: 094901

Amendment # (for amendments only):

**TEA Program Requirement 2:** Describe a plan for providing internet access to student residences, residential centers, and/or on the buses that transport students (for whom a single ride lasts, on average, at least an hour) with the highest need for off-campus internet access. Response is limited to space provided, front side only. Use Arial font, no smaller than 10 point.

Internet access will be provided to students through mobile hotspots and routers installed on two district buses. The mobile hotspots will be distributed to students along with district owned Chromebooks. These devices will be allowed to travel to students' homes or other locations as needed. Internet access through the mobile hotspots will allow up to 500MB of daily use and will be filtered, managed, and monitored through a paid service. Bus access to internet tools will be limited to 5GB per month. Students will access the bus routers using their district student credentials.

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**Schedule #17—Responses to TEA Program Requirements (cont.)**

County-district number or vendor ID: 094901

Amendment # (for amendments only):

**TEA Program Requirement 3:** Describe how the lending program aligns with current curriculum, instruction, and classroom management policies and/or practices on its participating campus(es). Response is limited to space provided, front side only. Use Arial font, no smaller than 10 point.

The Learners Without Limits program will be entirely aligned with current curriculum and instructional practices. The technology resources the program will provide are intended as tools to make the existing classroom learning environment accessible at virtually any time and place. Curricular objectives will not change. While some additional skills may develop through the use of the technologies, the primary focus will be to improve student learning. At both Seguin High School and MBLC, much student learning is now digital and online. Therefore, teacher instructional practices should see little change. A benefit for the teacher should be that there are fewer students who need alternative homework assignments in the flipped classroom, due to the unavailability of internet access outside of school hours. More students should be able to view online videos and other resources as assigned.

Classroom management practices should be affected very little. The technology resources for the program will fit seamlessly into existing classroom structures. For example, much of the learning at Mercer-Blumberg Learning Center involves students independently working on online courses, while teachers work with individuals or small groups to address specific learning needs. These devices will simply provide additional opportunities for these students to progress.

**TEA Program Requirement 4:** Describe how the applicant is using digital instructional materials in one or more foundation curriculum subject area(s) for one or more grade level(s). Response is limited to space provided, front side only. Use Arial font, no smaller than 10 point.

Students at Seguin High School use online video in science and math courses as a part of a flipped classroom model of blended learning. This involves students completing homework that consists of watching online video and other instructional resources to build conceptual knowledge, with class time dedicated to applying concepts learned. In addition, students in all core subject areas are able to make extensive use of Google Classroom. Teachers use these online course spaces to share assignments, class calendars, links to various instructional resources, post announcements, and as a place for students to submit assignments.

Students at our school of choice, Mercer-Blumberg Learning Center, use a variety of digital resources, including online courses for credit recovery, self-paced learning, or graduate acceleration. Students here and at SHS also utilize educational tutorial resources such as Khan Academy to supplement classroom learning.

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**Schedule #17—Responses to TEA Program Requirements (cont.)**

County-district number or vendor ID: 094901

Amendment # (for amendments only):

**TEA Program Requirement 5:** Describe how the infrastructure and technical support is adequate to support students' anticipated use of devices through the grant at its participating campus(es). Response is limited to space provided, front side only. Use Arial font, no smaller than 10 point.

Seguin ISD currently has district-wide, high speed wireless internet access in all campuses and offices. Students access this network using student logins, which ensures proper levels of filtering and management. The district technology staff maintains rapid response times to any technical needs that arise. Teachers or administrators can submit support requests through an online helpdesk program. In the case of the Learners Without Limits initiative, students who experience problems with program devices or access will return the devices to their home campuses, and campus administrators or technical staff will troubleshoot the devices or submit the appropriate service request through the system.

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**Schedule #17—Responses to TEA Program Requirements (cont.)**

County-district number or vendor ID: 094901

Amendment # (for amendments only):

**TEA Program Requirement 6:** Describe how the grant will be administered on participating campus(es), including a description of how the check-out and check-in process will operate, who will oversee the check-out process, especially in cases of competing need, and the process that will be used to maintain the technology lending equipment in proper working condition. Response is limited to space provided, front side only. Use Arial font, no smaller than 10 point.

At the Mercer-Blumberg Learning Center, students who wish to use program devices will complete an online application and a paper technology checkout form, already in use in the district. These forms will be managed by the campus principal and secretary. Students will be required to demonstrate need, and the computers and access points will be checked out on a first come, first served basis. If demand dictates additional devices be purchased, the district will explore expanding the program in the future using existing funds.

The Matador Special Services Department will identify homebound students who are in need of computers and internet. The district's homebound teacher is regularly in the homes of participating students and will be best able to identify or verify need.

Devices will be checked in at the end of grading periods, the completion of online courses, or upon the homebound student returning to school. After being returned, each device will be inspected, cleaned, and updated as needed before returning to use in the program. If additional work is necessary, technology work orders will be created online, and a district technology staff member will take care of the issue.

**TEA Program Requirement 7:** Describe how technology lending equipment will be accounted for per local policy, including providing insurance, if appropriate. Response is limited to space provided, front side only. Use Arial font, no smaller than 10 point.

Seguin ISD will use the district inventory system to track the Chromebooks and hotspots, each of which will be assigned a district inventory number and barcode. We will self-insure the technology lending equipment that is utilized in the Learners Without Limits initiative. Student devices will be collected and inspected at the conclusion of the assigned grading period or school year. Routine maintenance and updates will be performed as needed at this time.

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